### **CMOM Program Implementation 2013 Annual Report**

Pursuant to Administrative Order Docket No. 08-037 (AO), the Springfield Water and Sewer Commission (Commission) submits the following CMOM Program Implementation Annual Report for 2013. This report is a summary of the actions taken by the Commission during the 2013 calendar year to advance the CMOM Program.

### A. Sanitary Sewer Overflow Summary

Based on information provided in the CMOM Self Assessment Checklist and recent reporting trends, the Commission has seen a steady decrease in the number of Sanitary Sewer Overflows. The Commission reports all SSO's that occur within the wastewater collections system in this report with the exception of Combined Sewer Overflows from Permitted CSOs. SSO's are defined as a sewer backup which results in an overflow as a result of insufficient capacity, obstruction of flow, or structural failure of the pipe/conduit. In 2006 the Commission recorded 141 SSO's. There has been a decrease in each of the past five years with 39 SSO's being reported in 2012. This represents a 72% decrease in SSOs since the initiation of this program. Appendix A of this report presents all the SSO's for CY 2013. Pursuant to the requirements of the AO, the following information is presented in tabular form:

- · Date and time of SSO
- · Date and time SSO was resolved
- Location of SSO
- Source of Notification
- Cause of SSO
- Measures taken to resolve SSO
- Estimated volume of overflow
- Discharge location

### B. Corrective Action Plan (CAP) Implementation

In 2013 the Commission continued to advance all of the major components of the CMOM Program. Appendix B summarizes work performed by Commission staff in 2013. Below is a summary of additional activities that were completed by the Commission in 2013:

### Pipe Installation:

In 2013 the Commission installed approximately 12492 feet of pipe as part of capital projects and performed rehabilitation of 1600 feet of large diameter pipe. An additional 59 manholes and 23 catchbasins were also installed. These improvements were designed and constructed to provide a better level of sewer and drain service to Commission customers. The Commission also rehabilitated four manholes as part of this work.

### Pipe and Manhole Cleaning:

Each year the Commission implements a cleaning program using Commission staff, contract operations staff, and hired contractors. The tables below summarize the results of the 2013 program.

CONTRACT CLEANING							
Size of Pipe	Type of Cleaning	Footage					
6"-12" Pipe	Light Cleaning	149,984					
13"-20" Pipe	Light Cleaning	11,499					
21"-29" Pipe	Light Cleaning	665					
30"-39" Pipe	Light Cleaning	282					
40"-49" Pipe	Light Cleaning	0					
>50" Pipe	Light Cleaning	0					
6"-12" Pipe	Medium Cleaning	139,449					
13"-20" Pipe	Medium Cleaning	16,340					
21"-29" Pipe	Medium Cleaning	2,763					
30"-39" Pipe	Medium Cleaning	1,252					
40"-49" Pipe	Medium Cleaning	0					
>50" Pipe	Medium Cleaning	0					
6"-12" Pipe	Heavy Cleaning	47,238					
13"-20" Pipe	Heavy Cleaning	14,710					
21"-29" Pipe	Heavy Cleaning	188					
30"-39" Pipe	Heavy Cleaning	0					
40"-49" Pipe	Heavy Cleaning	0.					

>50" Pipe	Heavy Cleaning	0
Pipes more than 1/4 Full	Heavy Cleaning	11,260
Total Footag	395,630	

COMMISSION CLEANING						
Size of Pipe	Type of Cleaning	Footage				
Various	Various	351,042				

Grit Removal						
Cleaning Entity	Tons Removed					
Commission Contract	183					
Commission	1,500					
United Water	120					
Total	1,803					

Appendix C summarizes additional CMOM tasks performed by United Water.

#### Clinton Street Grit Removal:

The Commission has an in-line grit removal system on the Connecticut River Interceptor (CRI) maintained by the contract operator United Water. In 2013 United Water removed 99.39 tons of grit from the Clinton Street Grit Pit. The removal of this material increased the capacity and level of service in the CRI by capturing the material before it was deposited in the pipe.

### PACP/MACP Pipe and Manhole Inspection:

The Commission staff and consulting engineers were responsible for the inspection of over 744,354 feet of sewer and drain pipe in 2013. Additionally, over 2,078 manholes were inspected. All inspections were completed using the nationally standardized system of PACP and MACP. Commission staff have been trained and licensed in the program. Collection of pertinent information is being standardized as the Commission is advancing the CMOM Program.

### **Collection System Mapping:**

In 2013 the Commission advanced its efforts to refine the collection system mapping. Typical annual activities include updating the sewer book, completing sewer service cards for new/replacement services, and improving the sewer GIS. In 2013 2,080 points in the collection

system were GPS'd. As a result the spatial attributes of more 2,000 manholes and 2,800 pipe segments were updated.

### Records/Digital Archive:

In 2013 the Commission and its consulting engineers scanned 36,000 sewer service cards and geo-spatially linked them to the GIS system. The Commission is expanding this program in 2014, with the future goal of digitally archiving and geo-spatially linking all record drawings and documents associated with individual assets.

### Work Order Management/ Computerized Maintenance Management System

In 2013 the Commission began implementation of a new Asset Management system. This system will be the basis for tracking and trending of SSO's and other operational parameters. The system will be implemented of the next two years. At the beginning of each year the Commission's staff reviews the previous year's data and plan/schedule sewer assessment and rehabilitation based on any SSO and O&M trends.

### C. Collection System Mapping

Sewer Book

The Commission maintains a detailed sewer book (wastewater collection system atlas) that covers the entire collection system. This document is updated as changes are made to the collection system or as record discrepancies are discovered.

#### ArcGIS Geodatabase

The Commission maintains an ArcGIS geodatabase which also covers the entire collection system. In 2013 the Commission expanded the detail and accuracy of its GIS mapping program. See above for details of work completed in 2013.

## D. Wastewater Collection System Budget

Please see Appendix D for the Commission's FY 2012 and FY 2013 Wastewater Collection System Budget and FY 2012 and FY 2013 Capital Improvements Budget Please see previous reportsfor details on the Commissions staffing plan for the collection system and for job descriptions. Staffing and job descriptions remain unchanged from previous reports.

E. Programs for the Reduction of Extraneous Flows and FOG (Fats, Oils, and Grease)
In 2013 the Commission began construction of the Washburn Street CSO Project that
will remove stormwater from the Commission's combined sewer system.

The Commission's Rules and Regulations prohibit the disposal of FOG to the collections system in amounts greater than 100 mg/L or in amounts that result in restricting flow. As of July 1, 2009, the Commission updated the Rules and Regulations to include descriptions and requirements for grease control devices in existing and new facilities, inspections, maintenance, and record keeping requirements by owners, the right to inspect by Commission personnel, and enforcement actions for non-compliance by owners. An aggressive outreach and education program was initiated in 2012 and continued in 2013.

### F. Easement Maintenance Programs

The Commission has an existing book identifying cross country sewers that is used as a reference for inspection and maintenance. Advancement of the sewer assessment program and GIS mapping programs intend to further identify and address maintenance needs for cross country and easement areas. The information gathered from these activities will be evaluated and integrated with short and long term planning for maintenance of easements. A line item for maintaining easements is now in the operations budget. The Commission has also Continued to install visible sewer markers on cross country sewers.

### G. CY 2013 CMOM Program

The Commission has continued collection system evaluations, hydraulic capacity analyses, and development of a long term capital improvement plan for the collection system as part of various ongoing programs. In 2014 the Commission plans to undertake the following measures to advance the CMOM Program:

• Continuation of System Assessment Program

- Internal inspections of collection system assets (e.g., MACP inspections and PACP inspections)
- Improvements to geodatabase detail and accuracy via inspections, record plans, and GPS
- Calibrate and improve the wastewater collection system hydraulic model

# Appendix A



# SSO Report Between Jan 1, 2013 12:00 AM and Dec 31, 2013 11:59 PM



WORK ORDER	DATE/TIME REPORTED	WORK COMPLETED	LOCATION	NOTIFICATION SOURCE	CAUSE OF SSO	MEASURES TAKEN	EST GALLONS	DISCHARGE LOCATION	RECEIVING WATER	REPORTED PROBLEM	FAILURE
64969	Jan 20, 2013 12:00:00 AM	Jan 20, 2013 12:00:00 AM	136 VALLEY RD-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Mair
65062	Jan 23, 2013 7:58:00 AM	Jan 23, 2013 8:40:00 AM	KENDALL ST - SPRINGFIELD	JACKSON, EDWARD	Grease Blockage	Jetted	d. < 10,000 gal	Street	CONNECTICUT RIVER	Sewer Backup	Standing Main
65229	Jan 24, 2013 9:05:00 AM	Jan 24, 2013 12:00:00 AM	717 NORTH BRANCH PW-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
66532	Feb 2, 2013 10:45:00 AM	Feb 2, 2013 12:00:00 AM	1140 ROOSEVELT AV-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
67297	Feb 8, 2013 3:15:00 PM	Feb 8, 2013 5:40:00 PM	61 BELLWOOD ROAD-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Blocked Service Line
67301	Feb 10, 2013 4:32:00 PM	Feb 10, 2013 12:00:00 AM	663 BRADLEY ROAD-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10.000 gal	Basement		Sewer Backup	Standing Main
68272	Feb 21, 2013 11:52:00 AM	Feb 21, 2013 1:35:00 PM	245 NORFOLK ST-SPRINGFIELD	JACKSON, EDWARD	Paper/Rags Clog	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Mair
69258	Mar 3, 2013 3:25:00 PM	Mar 3, 2013 12:00:00 AM	25 HASTINGS ST-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
69260	Mar 3, 2013 4:32:00 PM	Mar 3, 2013 12:00:00 AM	96 LUMAE ST-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
88074	Mar 15, 2013 12:00:00 AM	Mar 15, 2013 12:00:00 AM	50 BRICKETT ST-SPRINGFIELD	OUELLETTE, KEITH		Advised Customer	d. < 10,000 gal	Other		Sewer Backup	
88426	Mar 15, 2013 11:20:00 AM	Mar 15, 2013 12:00:00 AM	69 MASSRECO ST-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Mair
90432	Mar 31, 2013 11:19:00 AM	Mar 31, 2013 1:30:00 PM	120 ELMORE AV-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
95908	Apr 6, 2013 2:00:00 PM	Apr 6, 2013 5:30:00 PM	BURGHARDT ST - SPRINGFIELD	Property Owner	Grease Blockage	Jetted	c. > 10,000 and < 100,000 gal	Ground Surface	WATERSHOP POND	Sewer Backup	Standing Main
92748	Apr 13, 2013 8:14:00 AM	Apr 13, 2013 12:20:00 PM	60 TAMARACK DR-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
92745	Apr 13, 2013 8:59:00 AM	Apr 13, 2013 7:30:00 PM	84 BRIARCLIFF STREET-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10,000 gal	Basement	S BRANCH MILL RIVER	Sewer Backup	Standing Mair
93296	Apr 18, 2013 8:00:00 AM	Apr 18, 2013 2:30:00 PM	TIFFANY ST - SPRINGFIELD	Passerby		Jetted	d. < 10,000 gal	Street	PORTER LAKE	Sewer Backup	Standing Main
93865	Apr 23, 2013 9:35:00 AM	Apr 23, 2013 11:15:00 AM	SACHEM ST - SPRINGFIELD	JACKSON, EDWARD	Grease Blockage	Jetted	d. < 10,000 gal	Ground Surface		Sewer Backup	Standing Main
93955	Apr 25, 2013 11:45:00 AM	Apr 25, 2013 1:45:00 PM	75 MERIDA ST-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
94529	Apr 30, 2013 10:30:00 AM	Apr 30, 2013 12:00:00 PM	APPLETON ST - SPRINGFIELD	Property Owner		Cleaned MH	d. < 10,000 gal	Street	PORTER LAKE	Sewer Backup	
96589	May 10, 2013 12:50:00 PM	May 10, 2013 7:05:00 PM	130 SENATOR ST-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Street	S BRANCH MILL RIVER	Sewer Backup	Standing Main
98090	May 24, 2013 2:25:00 PM	May 24, 2013 12:00:00 AM	42 SPRUCE ST-SPRINGFIELD	Property Owner	Collapsed Sewer	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
00431	Jun 3, 2013 8:37:00 PM	Jun 3, 2013 12:00:00 AM	15 NELSON AV-SPRINGFIELD	Property Owner		Repaired Sewer Connection	d. < 10,000 gal	Basement		Sewer Backup	
04660	Jun 12, 2013 8:15:00 AM	Jun 12, 2013 2:30:00 PM	FEDERAL ST - SPRINGFIELD	Property Owner	Collapsed Sewer	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
04182	Jun 14, 2013 9:57:00 AM	Jun 14, 2013 11:30:00 AM	SYPHON, BURT RD	JACKSON, EDWARD		Jetted	d. < 10,000 gal		SCHNEELOCK BROOK	Sewer Backup	Standing Main
07383	Jun 22, 2013 12:15:00 PM	Jun 22, 2013 12:00:00 AM	33 INGLEWOOD AV-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
07729	Jul 1, 2013 12:55:00 PM	Jul 1, 2013 1:55:00 PM	123 WILLIAM ST-SPRINGFIELD	Property Owner	Insufficient Capacity-Rain Event	Advised Customer	d. < 10,000 gal	Basement		Sewer Backup	Blocked Service Line
26181	Jul 8, 2013 10:53:00 PM	Jul 8, 2013 11:30:00 PM	89 WAYNE ST-SPRINGFIELD	Property Owner	Insufficient Capacity-Rain Event	Advised Customer, recommended check valve	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
26172	Jul 9, 2013 10:15:00 AM	Jul 9, 2013 10:00:00 AM	28 PERKINS ST-SPRINGFIELD	Property Owner	Insufficient Capacity-Rain Event	Advised Customer, recommended check valve	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
26161	Jul 9, 2013 1:00:00 PM	Jul 9, 2013 2:15:00 PM	59 WAYNE ST-SPRINGFIELD	Property Owner	Insufficient Capacity-Rain Event	Advised Customer, recommended check valve	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
26990	Jul 9, 2013 2:08:00 PM	Jul 9, 2013 3:20:00 PM	53-55 GORDON ST-SPRINGFIELD	Property Owner	Insufficient Capacity-Rain Event	Advised Customer, recommended check valve	d. < 10,000 gal	Basement		Sewer Backup	Surcharged Main
27964	Jul 23, 2013 5:19:00 PM	Jul 23, 2013 6:45:00 PM	98 OAK ST -INDIAN ORCHARD	Property Owner	Insufficient Capacity-Rain Event	Advised Customer, recommended check valve	d. < 10,000 gal	Basement		Sewer Backup	Surcharged Main
31723	Aug 9, 2013 1:48:00 PM	Aug 9, 2013 4:30:00 PM	18-20 MONTFORD ST-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
52402	Sep 19, 2013 6:50:00 PM	Sep 19, 2013 11:30:00 AM	50 FINCH RD-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Obstruction in main
54367	Oct 5, 2013 1:35:00 PM	Oct 5, 2013 5:15:00 PM	112 MAEBETH ST-SPRINGFIELD	Property Owner		Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Mair
58126	Oct 27, 2013 4:31:00 PM	Oct 27, 2013 8:30:00 PM	100 GRALIA DR-SPRINGFIELD	Property Owner	Root Blockage	Jetted		Basement		Sewer Backup	Standing Main



## **SSO Report**



Between Jan 1, 2013 12:00 AM and Dec 31, 2013 11:59 PM

WORK ORDER	DATE/TIME REPORTED	WORK COMPLETED	LOCATION	NOTIFICATION SOURCE	CAUSE OF SSO	MEASURES TAKEN	EST GALLONS	DISCHARGE LOCATION	RECEIVING WATER	REPORTED PROBLEM	FAILURE
760259	Nov 14, 2013 10:05:00 AM	Nov 14, 2013 1:30:00 PM	46 QUEEN ST-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Blocked Service Line
762427	Nov 28, 2013 4:45:00 PM	Nov 28, 2013 8:45:00 PM	118 SENATOR ST-SPRINGFIELD	Property Owner	Grease Blockage	Jetted	d. < 10,000 gal	Ground Surface		Sewer Backup	Standing Mair
763197	Dec 4, 2013 6:45:00 PM	Dec 4, 2013 9:15:00 PM	16 MEADOWLARK LA-SPRINGFIELD	Property Owner	Paper/Rags Clog	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main
764913	Dec 19, 2013 6:50:00 PM	Dec 19, 2013 8:39:00 PM	289 PHELAND AV-SPRINGFIELD	Property Owner	Root Blockage	Jetted	d. < 10,000 gal	Basement		Sewer Backup	Standing Main

#### This information is based on work orders with a date reported Between Jan 1, 2013 12:00 AM and Dec 31, 2013 11:59 PM

Date/Time Reported & Work Completed are the dates and times entered on the work order. Location is the street or address point selected as equipment on the work order. Notification Source is the "Reported By" field on the work order. Cause of SSO is the "Cause Code" field on the work order. Measures Taken is the "Action Code" field on the work order.

Resources Taken's use "Action code field on the work order.

EST Gallons, Discharge Location", and "SSO Receiving Water" custom fields on the work order.

Reported Problem is the "Problem Code" field on the work order.

Failure is the "Failure Code" field on the work order.

# Appendix B



# Sewer Collection Work Summary



Cower Back Up Work Orders	835
Sewer Back Up Work Orders:	
Advised Customer:	310
Petitions:	556
Investigations, Odors, MH Cover Work Orders:	341
Work Orders with Rodding:	385
Work Orders with Standing Main:	59
Haz-Mat Calls:	1
SSOs:	39
Syphon Inspection WOs:	255
Total Blocked Syphons:	0
Sanitary Repairs	166
Sanitary Repair Pipe Installed(ft):	618
House Connection Repairs:	129
House Connection Repair Pipe Installed(ft):	2801
Cave-Ins:	101
Patching/Restoration/Loam & Seed:	305
Sewer Jetted(ft):	376,612
Mahnoles Cleaned:	2,332

#### This information is based on work orders completed Between Jan 1, 2013 and Dec 31, 2013

Sewer Back Ups require: Standard work order to be "SEW002."

Advised Customer requires: Action code to be "SWR3009."

Petitions require: Petition no. to not be empty

Rodding requires: Action code to be "SWR3011" or "SWR3001"

Investigations, Odors, MH Covers require: Standard work order to be "SEW004."

Standing Mains require: Failure code to be "SWR1000."

Haz Mat Calls require: Standard work order to be "SEW009."

SSOs require: The SSO CF to be 'Y' and the date reported to be Between Jan 1, 2013 and Dec 31, 2013

Syphon Inspections require: Non cancelled PM syphon inspection work orders.

Blocked Syphons: Total number of reported blocked syphons from daily inspections.

Sanitary Repairs require: Standard work order to be "SEW011" or "SEW012."

Sanitary Repair Pipe Installed(FT): Total reported in the Pipe Installed Custom Fields.

House Connections require: Standard work order to be "SEW010"

House Connection Repair Pipe Installed(FT): Total reported in the Pipe Installed Custom Fields.

Cave-Ins require: Problem code to be "SWR0005" or standard work order to be "SEW006."

Patching/Restoration/Loam & Seed requires: Standard work order to be "SEW007" or "SEW008."

Sewer Jettings require: Custom Field jetted ft. to not be blank.

Manholes Cleaned requires: Custom field MH cleaned to not be blank.

# Appendix C

# United Water's Wastewater Collection System Operation and Maintenance Program and Record Keeping

Location	Task	Frequency	Responsibility	Hard Copy Records	Hard Copy Record Location	Electronic Data	Electronic Data Location
linton Street Grit Pit							
Clinton Street Grit Pit	Grit level monitoring	Weekly	United Water Maintenance Dept. Collections Group	Weekly Grit Pit Monitoring Log Sheet	Grit Pit Notebook in Collections Supervisor's Office	Master Monitoring and Cleaning Log, PM Work Order COL-SPFLD-CLIN-GPIT	CMMS MP2
Clinton Street Grit Pit	Grit Pit Cleaning	As Required	United Water Maintenance Dept Collections Supervisor	Monthly Work Order & Contractor's Work Ticket	Vendor File in Administration Office	Work Order COL-SPFLD-CLIN-GPIT, Master Monitoring and Cleaning Log	CMMS MP2
Clinton Street Grit Pit	Monitoring and Cleaning Activity Summary	Monthly	United Water Maintenance Dept	Clinton Street Grit Pit Monthly Summary Report	Monthly Client Report	Weekly Grit Level Monitoring and Grit Quantities Removed	UW Server - S:/Collection System/Clinton Street Grit Pit/Clinton Street Grit Pit.XLSX, Opps Win Database
Connecticut River Interceprtor	Sewer Floatables Accu	mulation Moni	toring				~ <del>/*</del> /* /* /* /* /* /* /* /* /* /* /* /* /*
CT River Interceptor MH 45 & 59	Flotables Monitoring	Monthly	United Water Maintenance Dept Collections Group	Connecticut River Interceptor Sewer Grit Readings	Interceptor Grit Notebook in Collections Supervisor's Office	Work Order - COL-SINTRCPT-GRT-MEA, Connecticut River Interceptor Sewer Flotables Readings	CMMS MP2 PM Work Order History
Connecticut River Interceprtor	Sewer CCTV/Sonar Insp	ections					
CT River Interceptor	CCTV Inspection and Report	3-5 yrs as needed	United Water Project Manager	Multi Volume Inspection Report and Summary Table	UW Central File Room	Connecticut River Cleaning CCTV	Flash Drive in Central File Room and UW Project Manager's Office S:/Collection System/Springfield Interceptor System/CCTY-Sonar Inspection Summary Reports
Connecticut River Intercepttor	Sewer Cleaning						
CT River Interceptor	Heavy Cleaning	As needed	United Water Designated Project Engineer	Cleaning Activity Reports	UW Central Central File Room	Connecticut River Interceptor Sewer Cleaning Summary Report	UW Server - S:/Collection System/Springfield Interceptor System/Cleaning Summary Reports/
CT River Interceptor	Focus Areas Spot Cleaning	Yearly	United Water Maintenance Dept Collections Supervisor	Cleaning Activity Log	Interceptor Cleaning Notebook in Collections Supervisor's Office	Work Order - COL-SINTRCPT-GRT-CLEAN Sewer Grit Quantities Removed	CMMS MP2 PM Work Order History, Opps Win Databse
CSO Outfall Flood Gate and Slu	ice Gate Maintenance					anno di Quantitati di Anno di	
Flood Outfall Sluice, Flood Door and Backwater Flap Gates	Inspection, cleaning, exercising and lubrication	Quarterly	United Water Maintenance Dept Collections Group	Flood Gate Inspection and PM Activity Log and Flood Station Log Book Entries	Flood Gate Inspection and PM Activity Log Sheet and Flood Station Log Book	Preventative Work Order - COL- SPFLD-FLOOD-GATES	CMMS- MP2 PM Work Order Hisrtory
Flood Outfall Sluice, Flood Door and Backwater Flap Gates	Operation (Open/Close)	As Needed	United Water Maintenance Dept Collections Group	Flood Gate Status Board, Work Order, Flood Gate Operation Log and Monthly Flood Gate Summary Report	Collections Sytem Supervisor's Office, CMMS MP2 and Monthly Client Report	Corrective Work Order	CMMS-MP2 Corrective Work Order History, UW Server - S:/Collection System/Flood Control Gate Status/Flood Gate Status Log.xls
Wastewater Pump Stations							
Sanitary Pump Stations	Regulatory Mandated Physical Inspections	2x's weekly	United Water Maintenance Dept Collections Group	Daily Station Check Log Sheet, Pump Station Log Book Entries	Collections Supervisor's Office, individual Pump Stations	Station Check PM Weekly Work Order	CMMS-MP2 PM Work Order History
Sanitary Pump Stations	Corrective Maintenance	As Performed	United Water Maintenance Dept Collections Group	Work Order, Pump Station Log Book Entry	Collections Supervisor's Office, individual Pump Station Log Books	Corrective Malantenance Work Order	CMMS-MP2 Corrective Work Order History
Sanitary Pump Stations	Alarm Event Reporting	When Alarm Event Occurs	United Water Operations Group Senior Operator	Springfield Pump Station Incident Report	Current Month - SWTO Office, Prior Months - Collection System Supervisor's Office	NA	NA
Sanitary Pump Stations	Pump Station Monthly Summary Reporting	Monthly	United Water Maintenance Dept .	Alarm Log Summary, Collection System Report, Pump Run Time Report, Pump Station Report	Monthly Client Report	Pump Station Monthly Alarm Symmary Report and Pump Station Monthly Data Historian Report	UW Server - S:/Collection System/Pump Station Reports/Pump Stations.xls, UW Server - S:/Collection System/Springfield Pumping Stations/Monthly Reports/Year/Month/Springfield Alarm Summary Report.xls

# United Water's Wastewater Collection System Operation and Maintenance Program and Record Keeping

Location	Task	Frequency	Responsibility	Hard Copy Records	Hard Copy Record Location	Electronic Data	Electronic Data Location
CSO Weirs/Outfalls	Regulatory Mandated Physical Inspections	Twice Weekly	ADS and Operations Superintendent	Weekly CSO Inspection Log	Current Month - SWTO Office, Prior Months - Collection System Supervisor's Office, Monthly Client Report	NA	NA
CSOs	DWO Alarm Response	When Alarm Event Occurs	SWTO & Operations Superintendent	DWO Event Reports to EPA and MADEP, CSO Physical Inspection Report	Centrial File Room, Regulatory Files/NPDES MA 010331, Collections System Supervisor's Office	Alarm event, acknowledgement, clearing and comments record	ADS IntelliServe Data Base and Reporting System - Alarm History Log
CSOs	DWO Event Review	Daily	Operations Superintendent & Project Manager			Prior 24 hour period DWO Event Daily Report	ADS IntelliServe Data Base and Reporting System - Daily Reports
CSOs	CSO Activation Review	Monthly	ADS and Operations Superintendent	Monthly CSO Activation Report	Monthly Client Report	Monthly CSO Activation Report	ADS IntelliServe Data Base and Reporting System - Activatio Report UW Server - S:/Collection System/CSO Monthly Activation Report.xls
CSOs	CSO Activation Summary and Discharge Quantification	Monthly	ADS and Operations Superintendent	Annual CSO and Nine Mininum Controls Report	Centrial File Room, Regulatory Files/NPDES MA 010331	Monthly and Annual CSO Discharge Reports	UW Server - S:/Management/CSO Discharge Quantities/ CSO Overflow Volumes Jan to Dec (year).xls
CSOs	Major Service on Monitoring Equipment	Monthly	ADS and Operations Superintendent	Monthly Summary of Major Service Conducted	Monthly Client Report	NA	NA NA
ystem Flow Metering Stations							
Ludlow, Agawam, and West Springfield System Connections, SRWTF Channels 1, 2, 3 and 4	Data Download	Monthly	1&C Supervisor	NA	NA	Meter 15 minute flow data	UW Server - S:/SWSC/OCMdata/Year/Month/
Ludlow, Agawam, and West Springfield System Connections, SRWTF Channels 1, 2, 3 and 4	PM/Calibration	6 months	I&C Supervisor	Vendor Calibration Reports	I&C Supervisors Office	CMMS - MP2	PM Work Order History

# Appendix D

## **Wastewater Operation Budget**

	20	13	2014		
Account	Wastewater Collection	Wastewater Treatment	Wastewater Collection	Wastewater Treatment	
O&M Expense	\$6,557,150.00	\$12,700,256.00	\$7,495,913.00	\$13,143,310.00	
Debt Service	\$4,207,429.00	\$1,624,674.00	\$4,695,449.00	···········	
Capital Outlay	\$1,200,393.00	\$162,983.00	\$942,000.00		
Reserve Transfers	\$124,889.00	\$33,423.00	*·····································		
Total	\$12,089,861.00	\$14,521,336.00	\$13,133,362.00	\$14,838,362.00	



#### General Ledger Capital Projects 626

User: fledwith Printed: 08/07/13 15:47:33 Period 01 - 01 Fiscal Year 2014

Account Number	Description	Appropriation	Period Amt	YTD Expended	Unencumbered
626-000-001-0007	WW Treatment Improvements	869,614.31		6,675.84	862,938.47
001	Wastewater Treatment	869,614.31	6,675.84	6,675.84	862,938.47
626-000-002-0009				100700000000	
002	Pump Station Inprovements Wastewater Pump Stations	193,813.82 193,813.82		11,915.80	181,898.0
002	wastewater Fump Stations	193,013.02	11,915.60	11,915.80	181,898.0
626-000-003-0013	Ct River CSO Control Phase 1	689,865.88	11,992.96	11,992.96	677,872.93
626-000-003-0014	Flood Control PS Improvements	150,034.66		0.00	150,034.6
626-000-003-0017	Ct Riv CSO Control Phase 1 SRF	8,053,883.68	0.00	0.00	8,053,883.6
626-000-003-0018	CSO LTCP & Washburn St Design	1,717,229.66		71,038.09	1,646,191.5
626-000-003-0019 626-000-003-0021	CSO/Sewer GIS Mapping etc	301,804.29		28,280.95	273,523.3
626-000-003-0021	Washburn St Seperation D & C	641,038.59		9,556.65	631,481.9
626-000-003-0025	Main Interceptor Design Washburn St CSO Const SRF	1,650,000.00 18,005,528.41		0.00 1,391,812.98	1,650,000.0
003	CSO & Main Interceptors	31,209,385.17		1,512,681.63	29,696,703.54
	6.5	10 10	100		
626-000-004-0003	Watershed Protection/Acquisit.	370,260.00	90,000.00	90,000.00	280,260.00
626-000-004-0007	Dam Maint/Various Locations	534,718.76		2,092.50	532,626.26
626-000-004-0019	Watershed Roads	125,000.69		0.00	125,000.69
004	Dams, Reservoirs & Watersheds	1,029,979.45	92,092.50	92,092.50	937,886.9
626-000-005-0005	Lagoon Cleaning	173,594.19	0.00	0.00	173,594.19
626-000-005-0024	Coagulant Feed & Mixing System	54,601.93		0.00	54,601.93
626-000-005-0026	Trmt System Infrastruc Rehab	442,912.10		0.00	442,912.10
626-000-005-0027	Water Trmt Syst Improvements	275,000.00		0.00	275,000.00
626-000-005-0034	WPF Emergency Generator	28,989.68		0.00	28,989.68
626-000-005-0036	WPF Generator Repl & Construct	180,340.10		17,337.02	163,003.08
626-000-005-0041	Rehab of Ludlow SSF Dist Struc	200,000.00		0.00	200,000.00
005	Water Treatment Plant	1,355,438.00		17,337.02	1,338,100.98
				V0130000000	
626-000-06A-0008	Transmission Sys Assess&Rehab	399,080.36	6,644.11	6,644.11	392,436.25
626-000-06A-0014	Transmission System Rehab	224,159.77	28,605.68	28,605.68	195,554.09
626-000-06A-0016	NOVA/Chicopee Crossing SRF	1,142,014.84	122,433.26	122,433.26	1,019,581.58
626-000-06A-0019	Huntington PS Elec. Upgrade	36,295.65	1,091.21	1,091.21	35,204.44
626-000-06A-0025	So Transm Main Ct River SRF	199,528.78	0.00	0.00	199,528.78
626-000-06A-0028	Huntington Pipe Repair	103,842.28	0.00	0.00	103,842.28
626-000-06A-0030	54"/48" South Trans Main Const	32,000,000.00		0.00	32,000,000.00
626-000-06A-0031	South Tran Main Design,Sp Serv	1,200,000.00		110,276.14	1,089,723.86
06A	Water Transmission	35,304,921.68	269,050.40	269,050.40	35,035,871.28
626-000-070-0006	Meter Replacement	757,165.88	81,747.21	81,747.21	675,418.67
070	Water Meters	757,165.88	81,747.21	81,747.21	675,418.67
626-000-080-0012	Provin Mtn Tank II SRF	659,504.56	0.00	0.00	659,504.56
626-000-080-0013	Provin Wtr Storage Sys Rehab	300,000.00	14,216,98	14,216.98	285,783.02
080	CIP Provin Mtn.	959,504.56	14,216.98	14,216.98	945,287.58
	7.24 (20.27.62.00.00)	22.000			
626-000-090-0005 626-000-090-0007	Commission Vehicles	871,854.29	0.00	0.00	871,854.29
526-000-090-0007 526-000-090-0009	Communications Equipment	251,297.82	191.45	191.45	251,106.37
626-000-090-0010	Computers, Servers & Copiers	145,233.02	15,087.15	15,087.15	130,145.87
526-000-090-0010	Building & Structure Improve't	274,852.73	0.00	0.00	274,852.73
626-000-090-0012	Operating Equipment Colton St Structural Improve't	269,920.30 675,856.55	0.00 155,939.51	0.00	269,920.30
626-000-090-0015	SCADA System	71,016.30	5,669.75	155,939.51 5,669.75	519,917.04
326-000-090-0016	Information Systems	479,873.16	0.00	0.00	65,346.55 479,873.16
526-000-090-0017	Resource Conservation Prog	16,374.99	0.00	0.00	16,374.99
326-000-090-0018	WPF Scada Syst Construction	2,269,582.06	2,055.00	2,055.00	2,267,527.06
090	CIP Admin & Engineering	5,325,861.22	178,942.86	178,942.86	5,146,918.36
526-000-10A-0003	Maint. Management System	24,068.23	0.00	0.00	24,068.23
10A	System Wide Projects	24,068.23	0.00	0.00	24,068.23
326-000-12A-0018	Collection Sys Asses & Rehab	643,250.13	171.76	171.76	643,078.37
526-000-12A-0019	Coll Sys Asset Mgmt&Maint Ph1	5,839,626.43	1,298,081.15	1,298,081.15	4,541,545.28
526-000-12A-0038	Sewer Rehab - Pine, Ashley etc	197,378.61	0.00	0.00	197,378.61
26-000-12A-0039	New Collection System Pipe	805,384.35	0.00	0.00	805,384.35
26-000-12A-0040	Manhole Rehabilitation	20,000.00	0.00	0.00	20,000.00
26-000-12A-0042	21 Street Sewer Rehab	6,000,000.00	0.00	0.00	6,000,000.00
526-000-12A-0049	Sewer Rplmt Allen, Bradley, Spru	687,000.00	105,613.93	105,613.93	581,386.07
12A	Sewer Collection Sys	14,192,639.52	1,403,866.84	1,403,866.84	12,788,772.68
00 000 405			2222	2722334	201201000
26-000-12B-0005	Distrib System Rehab	692,937.32	84,795.48	84,795.48	608,141.84
326-000-12B-0036	Hydrant Project	302,085.12	13,631.98	13,631.98	288,453.14
26-000-12B-0038	Colton St Site Improvements	380,250.12	0.00	0.00	380,250.12
326-000-12B-0040 326-000-12B-0048	Distribution Syst Asses&Rehab	744,337.89	7,022.30	7,022.30	737,315.59
26-000-12B-0048 26-000-12B-0066	Clean & Line State St Ludlow Bridge Piping Replacement	1,221,173.21	35,750.00	35,750.00	1,185,423.21
26-000-12B-0067	21 Street Water Main Project	558,415.61	3,947.26 0.00	3,947.26	554,468.35
2B	Water Distribution Sys	2,800,000.00 6,699,199.27	145,147.02	0.00 145,147.02	2,800,000.00 6,554,052.25
626-000-130-0001	Power Supply Equip Replacement	1,499,200.51	0.00	0.00	1,499,200.51
30	Power Supply	1,499,200.51	0.00	0.00	1,499,200.51
Grand Total		99,420,791.62	3,733,674.10	3,733,674.10	95,687,117.52
				100000-00000000000000000000000000000000	



#### General Ledger Capital Projects 626

July 1 2013

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Period 01 - 01
Fiscal Year 2014

Account Number	Description			YTD Expended	
626-000-001-0007	WW Treatment Improvements	869,614.31	0.00	0.00	869,614.31
001	Wastewater Treatment	869,614.31	0.00	0.00	869,614.31
626-000-002-0009	Pump Station Inprovements	193,813.82	0.00	0.00	193,813.82
002	Wastewater Pump Stations	193,813.82	0.00	0,00	193,813.82
626-000-003-0013	Ct River CSO Control Phase 1	689,865.88	0.00	0.00	689,865.88
626-000-003-0014	Flood Control PS Improvements	150,034.66	0.00	0.00	150,034.66
626-000-003-0017	Ct Riv CSO Control Phase 1 SRF	8,053,883.68	0.00	0.00	8,053,883.68
626-000-003-0018	CSO LTCP & Washburn St Design	1,717,229.66	0.00	0.00	1,717,229.66
626-000-003-0019	CSO/Sewer GIS Mapping etc	301,804.29	0.00	0.00	301,804.29
626-000-003-0021	Washburn St Seperation D & C	641,038.59	0.00	0.00	641,038.59
626-000-003-0024	Main Interceptor Design	1,650,000.00	0.00	0.00	1,650,000.00
626-000-003-0025	Washburn St CSO Construction	18,005,528.41	0.00	0.00	18,005,528.41
003		31,209,385.17	0.00	0.00	
003	CSO & Main Interceptors	31,209,385.17	0.00	0.00	31,209,385.17
	Service Control of the Association (Association Control of the Association				
626-000-004-0003	Watershed Protection/Acquisit.	370,260.00	0.00	0.00	370,260.00
626-000-004-0007	Dam Maint/Various Locations	534,718.76	0.00	0.00	534,718.76
626-000-004-0019	Watershed Roads	125,000.69	0.00	0.00	125,000.69
004	Dams, Reservoirs & Watersheds	1,029,979.45	0.00	0.00	1,029,979.45
626-000-005-0005	Lagoon Cleaning	173,594.19	0.00	0.00	173,594.19
626-000-005-0024	Coagulant Feed & Mixing System	54,601.93	0.00	0.00	54,601.93
626-000-005-0026	Trmt System Infrastruc Rehab	442,912.10	0.00	0.00	442,912.10
626-000-005-0027			0.00	0.00	
	Water Trmt Syst Improvements	275,000.00			275,000.00
626-000-005-0034	WPF Emergency Generator	28,989.68	0.00	0.00	28,989.68
626-000-005-0036	WPF Generator Repl & Construct	180,340.10	0.00	0.00	180,340.10
626-000-005-0041	Rehab of Ludlow SSF Dist Struc	200,000.00	0.00	0.00	200,000.00
005	Water Treatment Plant	1,355,438.00	0.00	0.00	1,355,438.00
					27. 32.
626-000-06A-0008	Transmission Sys Assess&Rehab	399,080.36	0.00	0.00	399,080.36
626-000-06A-0014	Transmission System Rehab	224,159.77	0.00	0.00	224,159.77
020 000 00110011					
626-000-06A-0016	NOVA/Chicopee Crossing SRF	1,142,014.84	0.00	0.00	1,142,014.84
626-000-06A-0019	Huntington PS Elec. Upgrade	36,295.65	0.00	0.00	36,295.65
626-000-06A-0025	So Transm Main Ct River SRF	199,528.78	0.00	0.00	199,528.78
626-000-06A-0028	Huntington Pipe Repair	103,842.28	0.00	0.00	103,842.28
626-000-06A-0030	54"/48" South Trans Main Const	32,000,000.00	0.00	0.00	32,000,000.00
626-000-06A-0031	South Tran Main Design.Sp Serv	1,200,000.00	0.00	0.00	1,200,000.00
06A	Water Transmission	35,304,921.68	0.00	0.00	35,304,921.68
001	Water Transmission	00,004,021.00	0.00	0.00	00,004,021.00
626-000-070-0006	Meter Replacement	757,165.88	0.00	0.00	757,165.88
				0.00	
070	Water Meters	757,165,88	0.00	0.00	757,165.88
			2022	222	
626-000-080-0012	Provin Mtn Tank II SRF	659,504.56	0.00	0.00	659,504.56
626-000-080-0013	Provin Wtr Storage Sys Rehab	300,000.00	0.00	0.00	300,000.00
080	CIP Provin Mtn.	959,504.56	0.00	0.00	959,504.56
626-000-090-0005	Commission Vehicles	871,854.29	0.00	0.00	871,854.29
626-000-090-0007	Communications Equipment	251,297.82	0.00	0.00	251,297.82
626-000-090-0009	Computers, Servers & Copiers	145,233.02	0.00	0.00	145,233.02
626-000-090-0010	Building & Structure Improve't	274,852.73	0.00	0.00	274,852.73
626-000-090-0011	Operating Equipment	269,920.30	0.00	0.00	269,920.30
626-000-090-0012	Colton St Structural Improve't	675,856.55	0.00	0.00	675,856.55
626-000-090-0015	SCADA System	71,016.30	0.00	0.00	71,016.30
626-000-090-0016	Information Systems	479,873.16	0.00	0.00	479,873.16
626-000-090-0017	Resource Conservation Prog	16,374.99	0.00	0.00	16,374.99
626-000-090-0018	WPF Scada Syst Construction	2,269,582.06	0.00	0.00	2,269,582.06
090	CIP Admin & Engineering	5,325,861.22	0.00	0.00	5,325,861.22
626-000-10A-0003	Maint, Management System	24,068.23	0.00	0.00	24,068.23
10A	System Wide Projects	24,068.23	0.00	0.00	24,068.23
626-000-12A-0018	Collection Sys Asses & Rehab	643,250.13	0.00	0.00	643,250.13
626-000-12A-0019	Coll Sys Asset Mgmt&Maint Ph1	5,839,626.43	0.00	0.00	5,839,626.43
626-000-12A-0019			0.00	0.00	
	Sewer Rehab - Pine, Ashley etc	197,378.61			197,378.61
626-000-12A-0039	New Collection System Pipe	805,384.35	0.00	0.00	805,384.35
626-000-12A-0040	Manhole Rehabilitation	20,000.00	0.00	0.00	20,000.00
626-000-12A-0042	21 Street Sewer Rehab	6,000,000.00	0.00	0.00	6,000,000.00
626-000-12A-0049	Sewer Rplmt Allen, Bradley, Spru	687,000.00	0.00	0.00	687,000.00
12A	Sewer Collection Sys	14,192,639.52	0.00	0.00	14,192,639.52
	ACCESSOR DESIGNATION OF CONTRACT OF CONTRA	2014-105-118-22 18TO			
626-000-12B-0005	Distrib System Rehab	692,937.32	0.00	0.00	692,937.32
626-000-12B-0036	Hydrant Project	302,085.12	0.00	0.00	302,085.12
626-000-12B-0038	Colton St Site Improvements	380,250.12	0.00	0.00	380,250.12
626-000-12B-0040	Distribution Syst Asses&Rehab		0.00	0.00	744,337.89
		744,337.89			
626-000-12B-0048	Clean & Line State St Ludlow	1,221,173.21	0.00	0.00	1,221,173.21
626-000-12B-0066	Bridge Piping Replacement	558,415.61	0.00	0.00	558,415.61
626-000-12B-0067	21 Street Water Main Project	2,800,000.00	0.00	0.00	2,800,000.00
12B	Water Distribution Sys	6,699,199.27	0.00	0.00	6,699,199.27
626-000-130-0001	Power Supply Equip Replacement	1,499,200.51	0.00	0.00	1,499,200.51
130	Power Supply	1,499,200.51	0.00	0.00	1,499,200.51
Grand Total		99,420,791.62	0.00	0.00	99,420,791.62